

FOREST YOUTH ACTIVITIES FUND 2017-18

GUIDANCE NOTES - ROUND 2

What is the Forest Youth Activities Fund?

This money is being awarded by the Forest of Dean District Council and Gloucestershire County Council. The Forest Youth Activities Fund helps to provide activities for young people in the Forest of Dean District. Projects must make a positive difference to young people aged 11-19 and support them to make decisions and to lead projects. Applications can cover delivery costs such as venue hire, equipment, session materials and sessional staffing costs.

Who can apply?

Voluntary and Community Sector organisations – small, informal groups and established youth organisations. Each organisation can usually only apply once in each financial year. This is to ensure distribution to as many young people as possible.

How much can I apply for?

The total amount of funding available for 2017-18 in Round 2 is £9,916.02. You can apply for up to £500 if you are a non-constituted group and up to £5,000 if you are a constituted group.

Closing date

Applications will be assessed on a first come, first served basis until the remaining funding is allocated.

Criteria for applications

- Applications must be written by and signed by young people unless this is a new project or the young people are vulnerable and unable to participate in filling in the form. It must be used for the benefit of young people.
- Young people applying must live within the Forest of Dean District and the project must be for the benefit of young people in this area.
- Applications are open to all young people aged 11-19 and up to 25 years for young people with additional needs.
- Applications must show how they will evaluate and monitor the project and complete a Youth Activities Fund monitoring form when requested. Receipts or invoices will be required so please keep them safe. We will also want to know what proportion of the grant was used for wages.
- Projects must be completed by 31st March 2018.
- You must have a bank account for your project. (Grants will not be paid into personal accounts). This can either be one opened specially for the project, or one from a supporting organisation. If you are all under 18, we would not be able to make a

cheque payable to your group. However we can help you by putting you in touch with other organisations, which will bank your grant for you and give you your money as you need it.

- Projects that support local community youth development and involvement will take priority over projects for trips and other activities that benefit individuals.

Who may not apply

- Statutory bodies
- Previous applicants who have not returned a satisfactory monitoring form by the required deadline
- Village Halls and Community Centres looking for capital funding for building improvements
- Individuals (non-constituted group must be three or more active participants through the entire length of the project)
- Organisations requiring deficit funding
- Organisations requiring 'core' funding
- Organisations which could reasonably be expected to fund their activities or needs from members' subscriptions
- National organisations with no specific local brief or organisations whose principle activity is outside the district and whose aims and objectives are not specifically directed at the young people of the Forest of Dean

What we will not fund

- Retrospective requests. We cannot support applications for activities or purchases that have taken place before a formal grant offer has been made
- On-going maintenance costs
- Loan payments or endowments
- Items that will only benefit individuals, for example scholarships or bursaries
- Activities that are part of statutory obligations
- Capital costs – such as large items of equipment, building costs etc. (The scheme will fund essential 'start up' materials for youth projects)

What happens after applications have been completed?

Final decisions will be made by Officers and Elected Members of Forest of Dean District Council and Forest Voluntary Action Forum (FVAF), informed by consultation with young people across the district.

If the grant is awarded the group will be asked to complete a Safeguarding Declaration Form, submit a copy of their Safeguarding Policy and sign and return a Funding Agreement. Funds will not be paid until all this has been completed.

Any questions?

If you have any queries please contact the Community Engagement Team on telephone 01594 812617 or email community.engagement@fdean.gov.uk

Please send your completed application to:

Community Engagement Team, Forest of Dean District Council, Council Offices, High Street, Coleford, Gloucestershire, GL16 8HG